

**OCEAN COUNTY INSURANCE FUND COMMISSION
OPEN MINUTES
MEETING – December 19, 2024
10:00 a.m.**

Meeting was called to order by Chair Greitz. Chair Greitz read the Open Public Meetings notice into record.

ROLL CALL OF COMMISSIONERS:

Robert A. Greitz	Present
Michael Fiure	Present
Michelle I. Gunther	Present (<i>arrived 10:33 a.m.</i>)
John P. Kelly (Alternate)	Excused

FUND PROFESSIONALS PRESENT:

Executive Director	PERMA Risk Management Services Joseph Hrubash
Claims Services	Qual-Lynx Claudia Acosta Lisa Gallo
	PERMA Risk Management Services Shai McLeod Jennifer Conicella
NJCE Underwriting Manager	Conner Strong & Buckelew
Risk Management Consultant	Conner Strong & Buckelew Carole Mack
Treasurer	Julie Tarrant
Attorney	Berry, Sahradnik Kotzas & Benson Jack Sahradnik, Esq. Laura Benson, Esq.
Safety Director	J.A. Montgomery Consulting Glenn Prince Paul Shives
Auditor	Bowman & Company, LLP

ALSO PRESENT:

Antoinette DePaola, Ocean County
Tristan J. Collins, Ocean County
Cathy Dodd, PERMA Risk Management Services

CORRESPONDENCE: None

APPROVAL OF MINUTES: OPEN AND CLOSED MINUTES OF NOVEMBER 22, 2024

MOTION TO APPROVE THE OPEN AND CLOSED MINUTES OF NOVEMBER 22, 2024

Moved: Commissioner Fiure
Second: Chairman Greitz
Vote: 2 Ayes, 0 Nays

SAFETY AND ACCIDENT REVIEW COMMITTEE: Mr. Prince advised the Committee last met on December 10 via zoom and a variety of Safety Topics were discussed along with the most commonly cited PEOSH citations. Mr. Prince said the next meeting was scheduled for March 11, 2025. Mr. Prince reported the agenda included the Safety and Accident Review Committee Meeting Schedule for 2025. Mr. Prince said there was a mistake, and the March meeting was on the 11th not the 12th. Mr. Prince concluded his report unless there were any questions.

CLAIMS COMMITTEE: Ms. Conicella referred to a copy of the Mandatory Year-End Claims Reporting Memorandum which was included in the agenda. Ms. Conicella reminded everyone to make sure they report any claims for the ancillary line of coverage prior to year end. Ms. Conicella reviewed the types of policies that were listed in the memorandum.

Ms. Conicella reported the Claims Committee met last week and discussed a number of payment authorization requests. Ms. Conicella asked if anyone had any questions on the claims and requested a motion to accept the Claims Committee’s recommendation to approve the claims as presented during the Claims Committee Meeting on December 12, 2024.

MOTION TO APPROVE THE PARS AS PRESENTED DURING THE CLAIMS COMMITTEE MEETING OF DECEMBER 12, 2024

Moved: Commissioner Fiure
Second: Chairman Greitz
Roll Call Vote: 2 Ayes, 0 Nays

EXECUTIVE DIRECTOR REPORT: Executive Director advised his report started on page 4 of the agenda and he had a couple of action items along with the Budget Introduction.

2025 PROPERTY AND CASUALTY BUDGET INTRODUCTION: Executive Director referred to a copy of the proposed 2025 Property and Casualty Budget in the amount of \$15,732,463 which was included in the agenda. Executive Director advised the introductory budget represented an overall increase of \$880,795 or 5.93%. Executive Director noted the proposed budget was previously discussed with the Chair, Commission Treasurer and Risk Management Consultant.

Executive Director said he would quickly review the budget and reported lines 1-6 represented the loss funds for the Commission and the figures were provided by the actuary. Executive Director explained the actuary provides loss fund at a high, low, and mid-range. Executive Director advised we like to migrate to the mid-range because it makes sense and we actually added an extra \$250,000 to the workers' compensation line, just to be a little extra conservative. Executive Director advised line 11 is your share of the NJCE budget which went up about 7% and you are in the range at 7.48%. Executive Director noted the Finance Committee met earlier this week and the indications from the Underwriting Manager were the premiums were less than projected so we might be able to re-evaluate the budget before adoption. Executive Director said it was possible that the NJCE budget could come down and in fact that would trickle down to the local commissions.

Executive Director reviewed the expenses and noted there was a 2% cost of living increase. Executive Director pointed out we added an expense for property appraisers on line 27. Executive Director advised we would be issuing another RFP for this and thought it would be good to allocate some funds for this expense.

Executive Director reported the ancillary coverages increased however, there were some new policies that were now being handled by the Commission for the Mosquito Commission which was reflected in their assessment. Executive Director said he had mentioned to the Treasurer and Chair during the pre-budget meeting this is the lowest budget increase amongst the commission which is a credit to you.

Executive Director referred to a copy of the proposed assessments which were included in the agenda. Executive Director asked if anyone had any questions on the budget or assessments and request a motion to introduce the 2025 Property & Casualty Budget.

MOTION TO INTRODUCE THE 2025 PROPERTY AND CASUALTY BUDGET IN THE AMOUNT OF \$15,732,463 AND SCHEDULE A PUBLIC HEARING ON THURSDAY, JANUARY 16, 2025 AT 10:00 A.M.

Moved:	Commissioner Fiure
Second:	Chairman Greitz
Roll Call Vote	2 Ayes, 0 Nays

PROFESSIONAL SERVICES: Executive Director reported the Fund Office issued and advertised RFQ's for professional services for Fund Year 2025. Executive Director advised the positions included Actuary, Auditor, Attorney, Treasurer, Risk Management Consultant, and Special Conflict Litigation Counsel. Executive Director noted the responses were due back on November 13, 2024. Executive Director said there were two responses for the auditor position and two new responses for the Special Conflict Litigation. Executive Director advised the responses were sent to the County for review and asked the Chair to provide an update.

Chair Greitz reported the review committee was Justin Grant, Tony Agliata, and Antoinette DePaola. Chair Greitz advises there was only response for the positions of Actuary, Attorney, Treasurer and Risk Management Consultant, however there were two for the Auditor. Chair Greitz said the average score for Bowman was 98.3 and Holman, Frenia, Allison P.C was 97.3. Executive Director thanked the Chair for the information and requested a motion to approve a one-year appointment for the Commission Attorney, Actuary, Auditor and Treasurer. Executive Director

noted the appointments were for the incumbents and all of the respondents for Special Conflict/Litigation Services.

MOTION TO APPROVE A ONE-YEAR APPOINTMENT FOR THE VENDORS LISTED BELOW EFFECTIVE JANUARY 1, 2025

Moved:	Commissioner Fiure
Second:	Chairman Greitz
Roll Call Vote	2 Ayes, 0 Nays

Executive Director requested a motion for a three-year appointment to Conner Strong & Buckelew for the Risk Management Consultant position.

MOTION TO APPROVE A THREE-YEAR APPOINTMENT FOR THE RISK MANAGEMENT CONSULTANT TO CONNER STRONG & BUCKELEW EFFECTIVE JANUARY 1, 2025

Moved:	Commissioner Fiure
Second:	Chairman Greitz
Roll Call Vote	3 Ayes, 0 Nays

Executive Director noted resolutions would be prepared for the January meeting.

CERTIFICATE OF INSURANCE ISSUANCE REPORT: Executive Director referred to a copy of the certificate of issuance report from the NJCE listing the certificates issued for November. Executive Director said there were (3) three certificates of insurance issued during the month. Executive Director asked if anyone had any questions and requested a motion to approve.

MOTION TO APPROVE THE CERTIFICATE OF INSURANCE REPORT

Moved:	Commissioner Gunther
Second:	Commissioner Fiure
Vote	3 Ayes, 0 Nays

NEW JERSEY COUNTIES EXCESS JOINT INSURANCE FUND: Executive Director reported the NJCE met on November 15, 2024 and introduced a 2025 Budget in the amount of \$44,647,620 which represents an increase of \$2,840,720 or 6.79% over the 2024 Assessed Budget. The NJCE will meet again on January 7, 2025 at 1:00 p.m. for the Public Hearing and adoption of the 2025 Budget. Executive Director advised the Finance Committee just met again and they will meet once more prior to budget adoption. In response to Executive Director's inquiry, Ms. Dodd thought that meeting was scheduled for December 27 but was not certain.

OCIFC FINANCIAL FAST TRACK: Executive Director reported the September Financial Track was included in the agenda. As of September 30, 2024 there is now of surplus of \$788,217. Executive Director referred to line 10 of the report, "Investment in Joint Venture" and indicated \$464,038 was the OCIFC's share of the equity in the NJCE. Executive Director noted the cash amount was \$29,959,549.

NJCE PROPERTY & CASUALTY FINANCIAL FAST TRACK: Executive Director reported the September Financial Fast Track for the NJCE was included in the agenda. As of September 30,

2024, the NJCE had a surplus of \$9,756,877. Executive Director said the cash balance was \$26,097.892. Executive Director asked if there were any questions on the Financial Fast Tracks.

CLAIM TRACKING REPORTS: Executive Director reviewed the Expected Loss Ratio Analysis Report as of September 30, 2024 with the Commission.

2025 MEETING DATES: Executive Director referred to the proposed meeting dates for 2025 which were included in the agenda. Executive Director reported the 2025 OCIFC Reorganization Meeting was scheduled for January 16, 2025. Executive Director said if the dates were acceptable a resolution would be prepared for approval with the Reorganization Resolutions in January. All the meetings are on Thursday except for the June meeting which is on a Tuesday and the November meeting is on a Friday. All meetings will start at 10:00 a.m. except the November 21 which will start 1:30 p.m.

*January 16, February 20, March 20, April 17, May 15, **June 17**, July 17, August 21, September 18, October 16, **November 21** & December 18*

Executive Director asked if anyone had any questions and concluded his report.

Executive Director's Report Made Part of Minutes.

TREASURER REPORT: Ms. Tarrant requested a motion to approve the December Bills List Resolution 33-24, in the amount of \$50,435.13.

MOTION TO APPROVE RESOLUTION 33-24 DECEMBER BILLS LIST

Moved:	Commissioner Gunther
Second:	Commissioner Fiure
Roll Call Vote:	3 Ayes, 0 Nays

Ms. Tarrant reported the balance in the bank is approximately \$30 million. Ms. Tarrant said at the next meeting she would do a comparison of December 2024 to December 2023, but we are not seeing the expenses on the legacy side like in the beginning when we started. Ms. Tarrant advised the County would again put money in the legacy account. They try to keep it between 6 and 7 million dollars. Ms. Tarrant concluded her report unless there were any questions.

CLAIMS ADMINISTRATOR:

Ms. Gallo referred to the 2024 Cumulative Savings Summary Report which was included in the agenda. Ms. Gallo advised for the month of November we processed 190 bills with total charges of \$169,049.07. Ms. Gallo said the bills were reduced to \$75,193.59 with a savings of \$93,855 or 56%. Ms. Gallo noted total fees for those bills were \$15,893.99 and the network utilization was 91%. Ms. Gallo then referred to the Legacy Cumulative Savings Summary and advised there were 73 bills processed in November with total charges of \$114,401.57. Ms. Gallo said the bills were reduced to \$30,563.53 with a savings of \$83,837.94 or 73%. Ms. Gallo advised the total fee amount was \$15,090.83 and the network utilization was 92%. Lastly, Ms. Gallo referred to the Top 10 Providers which were included in the agenda. Ms. Gallo reviewed the workers' compensation claims reported by claim type. Ms. Gallo concluded her report unless there were any questions.

NJCE SAFETY DIRECTOR: Mr. Prince referred to the Safety Director's report for November through December which was included in the agenda. Mr. Prince said we distributed three Safety

Director Bulletins Best Practices for “Cold Stress, Parking Lot and Winter Slip and Fall Prevention” Mr. Prince reported all of our training opportunities through February 28 were also included in the agenda packet. Mr. Prince noted they were also added to the njce.org website for any departments that desire to attend any of the training opportunities. Mr. Prince advised if anyone had any questions they could be directed to his office. Mr. Prince said the Leadership Academy registration closes on December 22 with a start date of January 10. Mr. Prince said there was also a dedicated page on the njce.org website which described the topics, curriculum, elective and the two-year timeframe that it would take to complete the program. Mr. Prince reported he had one more item and said Rutgers University was sponsoring a training program on February 3rd and 4th for Guidelines for Guide Rail and Median Barrier Design. This is an especially important program that includes all of the changes in MUTCD that took effect back in January. Mr. Prince said he mentions this as one of our members had a costly claim regarding this topic. Mr. Prince advised he would send out a flyer electronically for review to determine if the engineer department or others would like to attend. Mr. Prince concluded his report unless there were any questions.

Chair Greitz noted Ms. Gunther was now in attendance.

RISK MANAGERS REPORT: Ms. Mack said she did not have anything to report for this meeting.

ATTORNEY: Mr. Sahradnik said he did not have anything to report.

Correspondence Made Part of Minutes

OLD BUSINESS: None

NEW BUSINESS: None

PUBLIC COMMENT:

MOTION TO OPEN MEETING TO PUBLIC

Motion	Commissioner Fiure
Second:	Commissioner Gunther
Vote:	3 Ayes, 0 Nays

Seeing no members of the public wishing to speak, Chair Greitz moved a motion to close the public comment portion of the meeting.

MOTION TO CLOSE MEETING TO PUBLIC

Motion	Commissioner Fiure
Second:	Commissioner Gunther
Vote:	3 Ayes, 0 Nays

CLOSED SESSION: There was no need for a closed session.

Mr. Greitz said the next meeting was scheduled for Thursday, January 16, 2025 at 10:00 a.m.

MOTION TO ADJOURN:

Moved:	Commission Fiure
Second:	Commissioner Gunther
Vote:	3 Ayes, 0 Nays

MEETING ADJOURNED: 2:00 P.M.

Minutes prepared by: Cathy Dodd, Assisting Secretary